

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE  
OF BARTON-LE-CLAY PARISH COUNCIL HELD ONLINE  
ON MONDAY 22<sup>nd</sup> MARCH 2021 COMMENCING AT 8.49 PM**

**Present:** Councillors Mr A Channon (Chair), Mrs B Thomas (Vice-chair), Mrs G Gardner, & Mr S Laycock

**Attending:** Mrs S Cowie (Assistant Clerk)

**Minutes Taken by:** Mrs S Cowie

**20/647 APOLOGIES FOR ABSENCE** were received from Councillor Paxton

**20/648 SPECIFIC DECLARATIONS OF INTEREST.**

Members were reminded of the procedures regarding declarations. None declared.

**20/649 MATTERS ARISING**

A box hedge by the War Memorial has been damaged. It appeared that someone has jumped into it. The Groundsman confirmed that he would cut it back and reassess the damage later in the year.

One of the kerb stones on the church driveway has been damaged. The Church have been informed and will arrange its repair.

**20/650 TO APPROVE THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 15<sup>th</sup> FEBRUARY 2021**

Councillor Channon **PROPOSED** the approval of the minutes of the Burial Grounds meeting held on 15<sup>th</sup> February 2021, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**. The minutes were approved.

**20/651 TO ACKNOWLEDGE THE INSPECTIONS OF THE BURIAL GROUND AND CHURCHYARD**

The inspections, undertaken by the Groundsman on 15<sup>th</sup> March were acknowledged. Everything was in order with the exception of the unstable headstones in the churchyard garden of rest which are marked up.

**20/652 TO ACKNOWLEDGE THE INSPECTION OF THE WAR MEMORIAL**

The inspection undertaken by the Groundsman on 15<sup>th</sup> March was acknowledged. Everything was in order.

**20/653 TO ACKNOWLEDGE AND REVIEW THE ANNUAL RISK ASSESSMENTS FOR THE BURIAL GROUNDS COMMITTEE**

Members reviewed the risk assessments for the Burial Ground, Churchyard and War Memorial. One item to be actioned is tople testing of memorials in the Burial Ground. Councillor Channon requested that this item should be added to the next agenda when the committee will agree the procedures for tople testing and the actions necessary. **ACTION: review of tople testing for the Burial Ground to be added to the next committee agenda.**

**20/654 TO ACKNOWLEDGE RECEIPT OF ST NICHOLAS CHURCHYARD GARDEN OF REST PLAN AND THE SUGGESTED NUMBER OF CREMATED REMAINS GRAVE SPACES LEFT FOR BURIAL**

Following her meeting with the Rector to agree the locations for new ashes graves within the Church Garden of Rest, the Assistant Clerk provided members with a plan indicating the existing grave spaces and the proposed new graves. This was acknowledged by the committee. A copy of the plan would be sent to the Rector for his records and plan updated as burials arise.

**20/655 TO ACKNOWLEDGE RECEIPT OF THE ST NICHOLAS CHURCHYARD AND GARDEN TREE SURVEY AND AGREE ANY ACTIONS REQUIRED**

The results of the Churchyard and Church Garden tree survey were reviewed by members. The Assistant Clerk confirmed that a copy of the report had been sent to Central Bedfordshire Councils Tree Officer to review. Quotations for the tree works will be sought in the coming months ready for work to take place after the nesting season ends in late August/September. **ACTION: Assistant Clerk to arrange quotations for consideration by members.**

**20/656 TO CONSIDER/APPROVE THE BURIAL GROUNDS FEES FOR 2021/22**

Following much discussion members agreed to defer this item until the next committee meeting to enable more research to take place.

**ACTION: Councillor Channon to analyse the information on our current fees, expenditure and income provided by the Assistant Clerk ready for the next committee meeting. Assistant Clerk to contact Langford Parish Council regarding their fee structure.**

**20/657 UPDATE ON BURIAL GROUND STRATEGY AND AGREE THE NEXT STAGE**

The ground water risk assessments for two further sites were provided to members and the overall strategy was reviewed. **ACTION: Councillor Channon to update the strategy document and include the additional site discussed during the meeting. Cost modelling of the project to be worked on ready for the next meeting. Findings to be taken to Central Bedfordshire Council for discussion.**

**20/658 TO CONSIDER AND AGREE RESPONSE TO CENTRAL BEDFORDSHIRE COUNCIL REGARDING THE NEED FOR SUITABLE LAND FOR BURIALS**

Central Bedfordshire Council are working with a number of parishes on similar projects and are able to assist with Bartons project. They had requested additional information on the capacity in the current burial ground which would be provided by the Assistant Clerk. **ACTION: Assistant Clerk to provide information to Central Bedfordshire, as agreed.**

**20/659 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**

Burial Ground Fees for the coming year to be agreed at the next committee meeting.

There was no further business.

The meeting closed at 9.47 pm